



HISTORIC HOMEOWNER GRANT PROGRAM

The DC Historic Preservation Office is authorized under the Targeted Historic Preservation Assistance Amendment Act of 2006 to manage a grant program to assist homeowners in the rehabilitation of their historic residence. The maximum grant is **\$25,000 (\$35,000 in the Anacostia Historic District)**. *Historic Preservation Review Board staff and members of their household are not eligible for this program.*

The purpose of Part I is to review your eligibility for a grant. Eligibility is based on address, age of house, type of work proposed, and gross income of household. HPO will review Part I applications. Applicants who qualify will receive a personalized Part II application directly from HPO. Part I applications must be received by **July 1**, by email or USPS

Application -- Part I

Completion of Part I should take less than 30 minutes. Additional time for photographs may vary.

General Information

Fill in owner name and address where the rehabilitation work would be performed. Check here () if you receive your mail at a different address. Provide it at the bottom of this page.

Owner Last Name (including Jr., Sr., III, etc.)		Owner First name	M.I.
Street Number	Street (Including quadrant: NW, NE, SE or SW)		
Washington	DC	Zip code	
City		State	Zip code
email		Telephone	

Historic District

Property must be historic and contribute to the character of one of these historic districts.

In which historic district is this property located? (Check only one)

- | | |
|---|--|
| <input type="checkbox"/> Anacostia | <input type="checkbox"/> Mount Pleasant |
| <input type="checkbox"/> Blagden Alley/Naylor Court | <input type="checkbox"/> Mount Vernon Square |
| <input type="checkbox"/> Capitol Hill | <input type="checkbox"/> Mount Vernon Triangle |
| <input type="checkbox"/> Greater Fourteenth Street | <input type="checkbox"/> Shaw |
| <input type="checkbox"/> Greater U Street | <input type="checkbox"/> Strivers' Section |
| <input type="checkbox"/> LeDroit Park | <input type="checkbox"/> Takoma Park |

Income

Grants are for low- and moderate-income households. You must meet specific income tests to be eligible for a grant.

What is the status of your DC income tax filing for last year? (Check all that apply)

- | | |
|---|---|
| Filed, with D-40 <input type="checkbox"/> | Did not file yet/Filed extension. <input type="checkbox"/> |
| Filed, with D-40EZ <input type="checkbox"/> | Did not file. Not a DC resident last year. <input type="checkbox"/> |
| Filed, with Sched. H <input type="checkbox"/> | Did not file. Not required based on income <input type="checkbox"/> |

How many people were in your household last year?

What was your total household gross income last year? Include all income sources from all household members even if they filed taxes separately.

NOTE

Use the table on page 4 to check your income eligibility. To receive a grant, the Office of Tax and Revenue (OTR) must be able to verify your income.

Homestead Deduction

Grant recipients must currently receive the Homestead Deduction for property taxes.

- Do you currently occupy the property as your primary residence? ☐ Yes ☐ No
- Do you currently receive the Homestead Deduction for this property? ☐ Yes ☐ No

NOTE

The Office of Tax and Revenue will certify this information. Homestead Deduction information is shown on your property tax bill. You may also look this up at www.otr.cfo.dc.gov. Click Real Property tab, then click Real Property Tax Database Search. At bottom of new page, click Search Real Property Assessment Database. Enter your address. Click Square/suffix/lot result to review full information.

Mailing address

If your mailing address is different than the project address, provide it here.

Address or P.O. Box		
City	State	Zip code

Application -- Part I (continued)

Photographs

You may submit developed film prints or printed digital photos

Enclose photographs that show current condition of house. At least one photograph should show the entire front of the house from ground to roof. Additional photographs may show building parts, like windows, porches, etc. Extreme close-ups are generally not helpful.

Project Description

Write a brief description of the preservation work you would perform with the grant. HPO staff will reply with comments which you will use to prepare Part II of the application.

Make sure to include where the work would be (front, side, rear, etc.) and whether the work will restore or replace a building part.

NOTE

Eligible work is restricted to the exterior of the house, major interior structural repairs, or very significant man-made landscape features. Preference will be given to projects that are prominently visible to the public and are consistent with historic preservation design guidelines. Examples of non-eligible work include proposed additions, insulation, vegetation, plumbing, inappropriate materials, etc. Grants are not retroactive and may not be applied to work that has already been started or completed.

Signatures

Sign and date application. If the homeowner was assisted in preparing this form, (for example by a family member, volunteer, etc.) form preparer should also sign and complete this section.

I/We certify the information on this application is true and correct to the best of my/our knowledge, information and belief. Any person(s) using a fictitious name or address and/or knowingly making any false statement on this application is in violation of D.C. Law and subject to fine of not more than \$1,000 or 180 days imprisonment or both. (D.C. Official Code § 22-2405). I/We acknowledge that completion of this application does not guarantee award of a Historic Homeowner preservation grant.

X

Homeowner Signature

Date

Please print name of homeowner

X

Form preparer Signature

Date

Please print name of form preparer

Relationship to homeowner

Form preparer telephone

Application -- Part I (continued)

Deadlines, Important dates and future requirements

	<u>Date</u>
Submit Part I to HPO	July 1
HPO distributes Part II applications	September 1
Submit Part II and contractor bids to HPO	October 16
Grants awarded	October 31
Grant agreements signed. Construction starts	March 1

Part II applications will require: Social security numbers for every member of the household, and three (3) contractor bids for each work item.

Grant recipients must sign covenant: The covenant will require grantee to maintain all grant-funded improvements in good condition for five (5) years or risk having a lien placed on the property for the purposes of returning the grant money to HPO.

Submit to HPO

When you submit Part I, don't forget to include your photos.

Return the completed Part I application and all attachments to:

email: brendan.meyer@dc.gov

US mail: Historic Homeowner Grant Program
 Office of Planning, Historic Preservation Office
 1100 4th Street, SW, Suite E650
 Washington, DC 20024

If mailing by United States Postal Service, only send by regular mail. Any mail postmarked on or before the deadline will be accepted. Do not send by special delivery (registered, certified, signature confirmation, etc). All such mail goes to a special facility for screening, requires separate pickup and will delay your application 2-3 weeks.

Eligibility and Match Requirement Table (Subject to change*)

Instructions: Step 1, in the Number of Persons column, locate your household size in 2013. Step 2, follow that row across until you find your household DC Gross Income. (Help: To estimate gross income, check your most recent DC income tax filing. On Form D-40, add lines a, b, c, d, and any separate social security or pension income. On DC Schedule H, use line 1). Step 3, follow that column up to the top where it will show your category.

Tax Year	Number of Persons in household	Category 1	Category 2	Category 3	Not eligible
2015*	1	\$45,864 or below	between \$45,865 and \$68,796	between \$68,797 and \$91,728	\$91,729 and above
2015*	2	\$52,416 or below	between \$52,417 and \$78,624	between \$78,625 and \$104,832	\$104,833 and above
2015*	3	\$58,968 or below	between \$58,969 and \$88,452	between \$88,453 and \$117,936	\$117,937 and above
2015*	4	\$65,520 or below	between \$65,521 and \$98,280	between \$98,281 and \$131,040	\$131,041 and above
2015*	5	\$72,072 or below	between \$72,073 and \$108,108	between \$108,109 and \$144,144	\$144,145 and above
2015*	6	\$78,624 or below	between \$78,625 and \$117,936	between \$117,937 and \$157,248	\$157,249 and above
2015*	7	\$85,176 or below	between \$85,177 and \$127,764	between \$127,765 and \$170,352	\$170,353 and above
2015*	8**	\$91,728 or below	between \$91,729 and \$137,592	between \$137,593 and \$183,456	\$183,457 and above

*--Amounts based on annual updates from the U.S. Department of Housing and Urban Development measure of median family income in the Washington Metropolitan Statistical Area which was \$109,200 in 2015.

**--For households more than 8, call 202-442-8800.

"Match"
What is a match?

This grant will require some grant recipients to *match* the grant with their own money. Depending on the applicant's gross household income and the location of the project, the match requirement can be as high as 50% of preservation costs. See the following table to see your possible match requirement, based on Category and Historic District.

Category	All eligible historic districts, except Anacostia	Anacostia Historic District only
1	0%	0%
2	25%	15%
3	50%	40%